



St. Patrick's Day Parade and Festival

North Myrtle Beach Parks & Recreation

1018 2nd Avenue South

North Myrtle Beach, SC 29582

Website: www.stpatnmb.com
<http://parks.nmb.us>

E-Mail: stpatnmb@nmb.us

Greetings Food Vendor Friends,

The 22nd annual St. Patrick's Day Festival and Parade will be held on Main Street, Saturday, March 13, 2010. This one day rain or shine event brings approximately 25,000 to celebrate being Irish and welcome the coming of spring. The parade begins at 9:00 am, followed by live music on two stages and a children's area with rides and amusements from 11:00 am until 4:00 pm. Along Main Street, approximately 75 crafters will display their crafts and food vendors will serve a variety of foods.

Booth Space. Each 12' x 12' vendor space must be decorated to compliment the Irish theme. A limited amount of food vendors will be allowed. Include a picture with exposure of your booth. This is for placement purposes. Photos will be returned when you pick up your information packet.

Booth Setup/Breakdown. Please note that spaces will be available for setup Saturday morning beginning at 6:00 am and vendors must be ready to serve by 9:00 am. All vehicles are required to be out of the festival area by 8:30 am. You will be responsible for all booth setup, tear down, supplies, tables, workers, etc. Breakdown will begin promptly at 4:00 pm, no earlier; with the street cleared by 5:30 pm. Each vendor is expected to leave their area free of trash and waste. The City will provide grease receptacles for your use.

Insurance Requirements. All food vendors must obtain 'products liability insurance' and name the "City of North Myrtle Beach" as an additional insured. The insurance should read: "The City of North Myrtle Beach, its officers, employees and agents is/are hereby added as additional insured." Proof of 'products liability insurance' is required with the application submission, only after you have received an acceptance letter will you be required to name the City of NMB as an additional insured.

Vendor License. Please note there is a mandatory City of NMB Vendor License fee of \$40 for each vendor that may not have one. You may complete and mail-in the enclosed Vendor License Agreement Application if needed. Please mail a separate check for \$40 made payable to the City of North Myrtle Beach.

For additional information please contact the North Myrtle Beach Parks and Recreation Department at (843) 280-5570 or stpatnmb@nmb.us.

We look forward to working with you!

"We create community through people, parks and programs."

READ THE FOLLOWING CAREFULLY BEFORE SUBMITTING YOUR APPLICATION

1. All spaces are 12' x 12'. If you require additional space you must purchase additional 12' x 12' spaces. Include trailer tongues in your measurements.
2. Electricity is LIMITED and will be given on a first payment basis (110v only)
3. We strive for a variety of food, so we try not to duplicate foods. Main entrees limited to 3 per vendor.
4. Food vendors MUST make provisions for taking their trash with them.
5. Grease receptacles will be provided. Any vendor who pours grease down a storm drain will be prosecuted and not invited back.
6. Vendors must furnish their own tables, equipment and signage. You must provide signs displaying the type of food and cost.
7. St. Patrick's Day themed decorations are required for your booth.
8. Vendor set-up begins at 6:00 am. Vehicles MUST BE OUT OF THE FESTIVAL AREA BY 8:30 am. After unloading your equipment, re-park your car in a designated public parking area, and then return to your assigned area to set up your booth. A parking map will be included in your vendor information packet.
9. Vendors MUST be set-up and ready to serve by 9:00 am.
10. Breakdown begins at 4:00 pm, no earlier and vendors must be off the street by 5:30 pm. Violators will forfeit their right to future participation in St. Patrick's Day Festivals.
11. Vendor information packets will be ready for pick-up beginning Tuesday, March 9, 2010 between 8:30 am and 7:00 pm at the J. Bryan Floyd Community Center, 1030 Possum Trot Road, North Myrtle Beach, SC 29582. If vendor packets are not picked up before Friday, March 12, 2010 by 5:00 pm they will be available the morning of the festival at check-in. Vendor packets will not be mailed to vendors due to the time sensitivity of the information.
12. Check in is located at the corner of Hillside Dr. and Main Street. You must come through check in before setting up.
13. NO REFUNDS - Festival is held rain or shine.

Applications must be received by Friday, February 12, 2010 for consideration.

Questions? Call the North Myrtle Beach Parks and Recreation at (843) 280-5570 or stpatnmb@nmb.us

APPLICATION SUBMISSION CHECKLIST

Please make sure you have completed the information below before submitting your application.

1. Food Vendor Application is completed in its entirety and is legible.
 Check for Food Vendor Application is enclosed.
2. Completed City of NMB Vendor License Application in its entirety and is legible.
 Check for City of NMB Vendor License Application is enclosed, if applicable.
3. Pictures of booth
4. Proof of 'products liability insurance'

FOOD VENDOR APPLICATION

22nd annual St. Patrick's Day Parade and Festival

Date: Saturday, March 13, 2010

Time: 9:00 am - 4:00 pm

Festival Location: Main Street and Ocean Blvd. NMB, SC

VENDOR BUSINESS NAME: _____

CONTACT NAME: _____

TELEPHONE: _____ CELL: _____ FAX: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

EMAIL: _____

(Please indicate if you would like to receive an acceptance letter and your vendor packet via e-mail: YES OR NO)

SPECIFIC FOODS TO BE SERVED: 1. _____ 2. _____ 3. _____

HAVE YOU BEEN A VENDOR AT THE ST. PATRICK'S DAY FESTIVAL IN THE PAST? YES or NO
IF SO, WHAT YEAR(S)? _____

SPECIAL REQUESTS: _____

12' x 12' SPACE: \$225\$225 X ____ = \$ _____

(If larger than 12' x 12' you must purchase additional spaces)

ELECTRICITY (LIMITED): \$50 = \$ _____

TOTAL AMOUNT ENCLOSED:.....\$ _____

MAIL APPLICATION WITH APPROPRIATE FEE (payable to City of North Myrtle Beach) TO:

ST. PATRICK'S DAY PARADE AND FESTIVAL

NMB PARKS & RECREATION

1018 2nd AVENUE SOUTH

NORTH MYRTLE BEACH, SC 29582

The City of North Myrtle Beach reserves the right to decline any entry. This event is Rain or Shine -- no refunds if the event is cancelled on the day of the event due to inclement weather.

There is no guarantee by the City of North Myrtle Beach on projected or actual revenue for your booth.

Applications will only be acknowledged if not accepted.

Regretfully, we are unable to accept your entry this year due to:

Duplicated food: ____ Lack of space: ____ No electricity available: ____ Other: ____

Applications must be received by Friday, February 12, 2010 for consideration.

CITY OF NORTH MYRTLE BEACH VENDOR LICENSE APPLICATION

Please select one of the options below, sign and return with your application.

Yes, enclosed is my \$40 check payable to the City of North Myrtle Beach. Please purchase the **vendor license for me. I understand that this license will be valid for other festivals and events within the City of North Myrtle Beach from May 1, 2010 until April 30, 2011 (this will include the St. Patrick's Day Parade & Festival on Saturday, March 13, 2010).

Business Name: _____

Contact Name: _____

Physical Business Address: _____

Billing Address: _____

Phone: _____ Fax: _____

Email Address: _____

Date: _____ Signature: _____

**This pre-paid vendor license will be enclosed in the vendor information packet.

No, thank you. I have a current and valid vendor license purchased through the City of North Myrtle Beach Revenue Department.

Name on Vendor License: _____

Dates on Vendor License: _____

Date: _____ Signature: _____